

APPROVED MINUTES OF THE STATE OF IDAHO PROFESSIONAL
STANDARDS COMMISSION MEETING OF AUGUST 9-10, 2011

ATTENDANCE

Members present at August 9 committee meetings: Kathy Aiken, Cathy Bierne, Diane Boothe, Beth Davis, Esther Henry, Kelly Leighton, Cori Mantle-Bromley, Becky Meyer, Mikki Nuckols, Glenn Orthel, Daylene Petersen, Karen Pyron, Christi Rood, Shelly Rose, Dan Sakota. SDE staff present: Shannon Haas, Cina Lackey, Christina Linder, Mary Jane Markland, Katie Rhodenbaugh, Annette Schwab. Absent: Laural Nelson, Anne Ritter. Guests: Larry Callicutt, Bert Marley, Andy Snook.

Members present at August 10 general meeting: Kathy Aiken, Cathy Bierne, Diane Boothe, Beth Davis, Esther Henry, Kelly Leighton, Cori Mantle-Bromley, Becky Meyer, Mikki Nuckols, Glenn Orthel, Daylene Petersen, Karen Pyron, Christi Rood, Shelly Rose, Dan Sakota. SDE staff present: Shannon Haas, Cina Lackey, Christina Linder, Mary Jane Markland, Katie Rhodenbaugh, Annette Schwab. Absent: Laural Nelson, Anne Ritter. Guest: Bert Marley.

Diane Boothe was introduced as a new member (public higher education – Boise State University). Larry Callicutt was introduced as a new Commission ethics case investigator.

AGENDA REVIEW/REVISIONS/APPROVAL

Chair Dan Sakota reported that on the August 10 agenda, New Business would be inserted in the 10:10 a.m. time slot, and State Board Report would be inserted in the 1:00 p.m. time slot. He also noted that on the August 10 meeting agenda, the following should be added: NEW BUSINESS – B. NASDTEC Professional Practices Institute (PPI) - Arkansas; and C. Commission Membership Discussion.

Motion: (Bierne/Mantle-Bromley---PASSED) to approve the August 9-10, 2011, Commission meeting agenda as revised.

CONSIDERATION OF ETHICS DEFAULT CASE BY FULL COMMISSION

Deputy Attorney General Andy Snook reviewed the background of Professional Standards Commission Case #21032 by presenting the Administrative Complaint that had been filed against Erin Hanamaikai and corresponding affidavits to demonstrate that Ms. Hanamaikai failed to respond to the Administrative Complaint. In light of Ms. Hanamaikai's failure to respond to the Administrative Complaint, the allegations were deemed true, and Andy Snook presented a proposed Final Order for the Commission's consideration.

Motion: *(Mantle-Bromley/Henry---CARRIED) to accept the Findings of Fact, Conclusions of Law and Final Order as set forth by the Commission to revoke the teaching certificate of Erin Hanamaikai and to authorize Esther Henry to sign the Final Order on behalf of the Commission.*

It is to be noted that Commission members Dan Sakota, Shelly Rose, Becky Meyer, and Karen Pyron were recused from participation in the above-mentioned Case #21032, and Anne Ritter was absent. All were members of the Executive Committee originally considering that case.

DEPARTMENT OF EDUCATION ASSESSMENT UPDATE

Scott Cook, ISAT Coordinator in the Department of Education, talked to the Commission about test security. He first assured members that there is an enormous amount of compliance in testing security in Idaho, and test security is always a strong focus in every test administration and in the presentation for every test administration workshop around the state. Testing policy and protocol are clearly written in the *Test Coordinator's Guide for Federal and State Assessments* that is found on the department Assessment homepage. At the end of this above-mentioned document are two appendices on proper accommodations for LEP students and students with disabilities. A matrix of all accommodations allowed on all the different assessments has been developed and is available at <http://itcnew.idahotc.com/iaa/aa-documents.aspx>. An adaptation goes beyond an accommodation and is anything that a student is given during an assessment that is not 1) part of his/her normal classroom work and procedure and 2) clearly written and decided upon by a team. Adaptations invalidate test results. It is anticipated that Idaho will soon have a wrong-to-right-answer functionality in its online testing, which will enhance test security. Scott (and Carissa Miller as well) emphasized the Assessment section's willingness to communicate with and support the Commission in resolution of school district ethics issues relating to test security.

Dr. Carissa Miller, Deputy Superintendent in the Department of Education's Division of Assessment, updated the Commission on the SMARTER Balanced Assessment Consortium (SBAC), which is one of two multistate consortia awarded four-year funding from the U. S. Department of Education to develop next-generation assessments aligned to the Common Core State Standards (CCSS) and that accurately measure student progress toward college and career readiness. SBAC is comprised of both governing states and advisory states (29 in all). Governing states are fully committed to SBAC and can vote in policy decisions; advisory states support the work of the consortium but may belong to both multistate consortia. Idaho is a governing state, and Carissa serves on the consortium's executive committee that will administer and oversee the four-year grant. The overall goal of SBAC is to ensure that all students leave high school prepared for postsecondary success in college or a career through increased student learning and improved teaching. Its purpose is to develop comprehensive and innovative assessments for grades 3-8 and high school in

English language arts and mathematics. The core components of SBAC are: summative assessments (mandatory, comprehensive, accountability testing that includes computer adaptive assessments and performance tasks and is administered in the last 12 weeks of the school year; interim assessments (optional, comprehensive, and content-cluster testing that includes computer adaptive assessments and performance tasks and is administered at locally determined intervals); and formative tools and processes, which will provide resources for teachers on how to collect/use information on student success. It is planned that the assessments will be fully operational across the consortium states for the 2014-2015 school year.

APPROVAL OF MINUTES

Motion: (Aiken/Bierne---CARRIED) to approve the June 23-24, 2011, Commission meeting minutes as printed.

Daylene Petersen abstained in the above-mentioned vote.

AUTHORIZATIONS COMMITTEE

Chair Mikki Nuckols reported that the Authorizations Committee recommended that the Professional Standards Commission approve the following new Teacher to New Certificate/Endorsement requests:

AHLM, Christopher, Wings Charter School #467, Standard Secondary-Basic Mathematics
BARKER, Chad, Blackfoot #55, Standard Elementary-All Subjects K-8
BEAN, David, Rockland #382, History, Health-Social Studies
BESEL, Steven, Midvale #433, Standard Secondary-History, Geography
BONNER, Robyn, Orofino Joint #171, Pupil Personnel Services-School Counselor
GRANT, Lindsay, Nampa #131, Standard Exceptional Child-Generalist K-12
HAWKER, Trina, Blackfoot #55, Standard Elementary-All Subjects K-8
HOOGESTRAAT, John, Teton County #401, Standard Secondary-Basic Mathematics
MOSER, Tyson, West Side Joint #202, Standard Secondary-American Government/Political Science
ORR, Cynthia, Highland Joint #305, Administrator-Superintendent
PUGH, Lloyd, Salmon #291, Standard Secondary-English
SAUNDERS, Bonnie, Blackfoot #55, Standard Elementary-All Subjects K-8
STASTNY, Travis, Kimberly #414, Standard Secondary-Economics
TORNGREN, Joshua, Blackfoot #55, Standard Elementary-All Subjects K-8
WATSON, Anthony, Pocatello #25, Administrator-Principal
WEBBER, Bethany, Pocatello #25, Standard Exceptional Child-Generalist K-12
WELLER, Sarah, Basin #72, Standard Secondary-Mathematics
WELLS, Kathy, Nampa #131, EC/ECSE-Blended Birth-Grade 3
YOUTS, Ann, Richfield #316, English, Humanities, Communication, Art-Library Media Specialist

The Authorizations Committee recommended that the Professional Standards Commission approve the following renewal Teacher to New Certificate/Endorsement requests:

ESPINOZA, Israel, Thomas Jefferson Charter School #559, Elementary, Principal-Spanish K-12 (2)

GOODMAN, Will, Bruneau-Grand View Joint #365, Social Studies, Political Science, Principal-Technology Education (2)

HANNAH, John, Bruneau-Grand View Joint #365, Administrator-Director of Special Education (3)

HUNTER, Robert, Heritage Community Charter #481, Standard Exceptional Child-Generalist K-12 (2)

LILES, Shanna, Thomas Jefferson Charter School #559, Standard Exceptional Child-Generalist K-12 (2)

MCDONAGH, Meghan, Meridian Joint #2, Elementary-Gifted and Talented K-12(2)

PEARSON, Amber, Bruneau-Grand View Joint #365, Administrator-Principal (2)

ROWBERRY, Stephanie, West Jefferson #253, Standard Exceptional Child-Generalist K-12 (2)

WHITT, Heather, North Star Charter School #783, Standard Secondary-Art (2)

The Commission ACCEPTED the report of the Authorizations Committee.

PROFESSIONAL DEVELOPMENT COMMITTEE

Chair Esther Henry reported that the committee reviewed five thank you letters from professional development grant recipients reporting on the conferences they had attended. Members also reviewed the first CEU Course Credit Application that has been received. The Professional Development Grant Application is now on the Department of Education website, and it is in electronic form so that applicants can now apply online. The grant application deadlines are November 15 and April 1 of each school year.

The Commission ACCEPTED the report of the Professional Development Committee.

BUDGET SUBCOMMITTEE

Budget Subcommittee Chair Beth Davis reported that for the month of June, revenue was \$54,874 and expenditures were \$64,723; expenditures exceeded revenue by \$9,849. It should be noted that June concluded the 2011 fiscal year by paying out FY11 dedicated monies. Along with routine operational costs, \$10,079 was reimbursed to the Teacher Performance Assessment (TPA) pilots at the University of Idaho and Lewis-Clark State College; \$2,281 was the last of the travel expense for those who attended the NASDTEC Annual Conference in Sacramento; \$1,276 was paid for contract investigative services; approximately \$2,300 was spent on the June Commission meeting; a \$20,000 final payment was made to Educational Impact for

administrator training; and \$10,000 was contributed to the 2011 Summer Institute of Best Practices effort. In the event that our revenue continues to decline, the committee is carefully reviewing the budget for areas that could be cut back while still ensuring that operational expenses are covered.

The Commission ACCEPTED the report of the Budget Subcommittee.

EXECUTIVE COMMITTEE

Chair Dan Sakota reported that the Executive Committee met with Andy Snook, Shannon Haas, Annette Schwab, and investigator Larry Callicutt to discuss ethics case information.

Motion: (Rose/Meyer---CARRIED) to move the Executive Committee into Executive Session to review and discuss investigation records exempt from disclosure as prescribed by Idaho Code §67-2345(d).

Andy Snook reviewed the cases needing Executive Committee decisions.

Motion: (Meyer/Rose---CARRIED) to move the Executive Session of the Executive Committee into Open Session to vote on investigation records exempt from disclosure as prescribed by Idaho Code §67-2345(d).

Dan reported the following actions taken on cases:

Case #21028 -	Letter of Reprimand
Case #21030 -	Indefinite Suspension
Case #21107 -	Indefinite Suspension
Case #21109 -	No Sufficient Grounds
Case #21111 -	Confirmed Original Revocation
Case #21113 -	Letter of Reprimand

Cases closed: #20911, #20915, #21021, #21029

There are currently 5 cases under investigation; 13 cases pending stipulation/voluntary surrender; 2 cases of certification reinstatement requests; and 1 case on hold pending resolution of a lawsuit involving a school district.

The committee discussed updating the Code of Ethics; members will compare the *Code of Ethics for Idaho Professional Educators* with that of other states and discuss this issue further.

The Commission ACCEPTED the report of the Executive Committee.

STANDARDS COMMITTEE

Standards Committee Chair Kathy Aiken reported on the following committee discussion items (unless indicated otherwise):

1. The committee postponed further discussion on the program review fee for NCATE versus non-NCATE institutions until the education deans have had the opportunity to consider this item at their September deans' meeting.
2. The committee postponed further discussion on the administrator time-on-task review and institutional representatives nominated for that effort until the education deans have considered this item at their September meeting.
3. Members discussed the Consulting Teacher endorsements. The basis for true teacher leadership positions has been established through these initial endorsements with the content required. The leadership, cognitive coaching/reflective practice, and performance assessment components, however, have yet to be fully articulated. With all of the current changes in education (effective mentoring; more federal funds to increase the number of special education consulting teachers; increased need for consulting teachers because of common core and STEM; pay for performance and leader identification; and support for administrator overload), members agreed that a general focus on strong curriculum, effective evaluation, and support for defensible, reliable, and valid teacher practices is needed for Idaho educators. The committee will look into setting up a presentation for members with Teachscape regarding effective, reliable calibration of evaluators, whether administrators, mentors, or others.
4. The committee discussed the current Director of Special Education endorsement, which allows educators without direct special education experience to become endorsed as directors of special education. Committee members generally agreed that directors of special education should have at least three to four years of direct experience serving special needs students. Kathy Aiken asked for input from Commission members and their constituents by the September meeting (if you are able) and, more specifically, by the December Commission meeting.
5. Both Standards Committee members and Commission members agreed that language clarification was all that was needed in the area of endorsement requirement on the Elementary Education Certificate. Current language states that the area of endorsement can be satisfied through the attainment of either a grade 5-9 or K-12 subject area endorsement. The intent of the original language of the requirement was that the Exceptional Child Certificate with a K-12 Generalist endorsement was a part of that, and the current language will be clarified to better reflect that intent.

6. The committee discussed the possibility of adding a recertification requirement in technology in light of current changes. Committee members decided to, at this time, rather encourage teachers to be up-to-date on technology. The committee hopes to facilitate the process of providing opportunities for professional development related to the longitudinal data system.
7. The committee reviewed/discussed a page out of the Procedures Manual on Commission membership and higher education representation. It was felt that clarification was needed to ensure that higher education representatives on the Commission were from Idaho approved institutions.

Motion: (Aiken/Mantle-Bromley---PASSED) to change page 4, B. Membership in the Commission Procedures Manual by inserting the word “approved” in the phrase “Idaho institutions of higher education” related to descriptions of Commission membership.

The Commission ACCEPTED the report of the Standards Committee.

STATE BOARD REPORT

In Allison McClintick’s absence, Dan Sakota distributed information on the State Board Online Learning Requirement Subcommittee. This subcommittee has developed rules to clarify the definition of “online course”, set the number of required online credits and any necessary alternate measure for all students who enter the ninth grade in the fall of 2012 or later, and define additional digital citizenship standards. Input on the proposed rules can be provided at hearings held at various locations in the state during the month of August. The language with any necessary changes will be submitted as a temporary or proposed rule to the 2012 Idaho legislature.

LEADERSHIP TEAM

Chair Dan Sakota reported that the Leadership Team met by teleconference on July 20 and then again at their morning meeting on August 9. They discussed the August meeting agenda, the upcoming NASDTEC Professional Practices Institute (PPI), Commission membership, committee assignments, the Assessment update, and the Communication Plan update. It was suggested that participation in the NASDTEC PPI be made available to Deputy Attorney General Andy Snook, investigator Larry Callicutt, one Commission member, and two Commission staff members. The team’s next teleconference date is September 14 at 4:00 p.m. MDT.

At the full Commission meeting, it was suggested that members get their meeting packets electronically in the future. The Commission discussed the suggestion briefly.

Motion: (Rood/Henry---PASSED) that members receive all Commission meeting materials by email or electronic format in the future. Executive Committee members will continue to receive a meeting packet for consideration of ethics cases prior to their meeting.

ADMINISTRATIVE REPORT

Christina Linder (unless indicated otherwise) reported on the following:

1. Progress is being made in the development of a limited content endorsement in the area of professional-technical education (PTE). This would provide more qualified educators to teach math classes, thus creating more opportunities for students to get the math credits needed because of increased requirements. This fall a University of Idaho representative who trains PTE teachers and a National Board-certified teacher in business and consumer sciences will begin working with a group of professional-technical teachers to develop a framework for the endorsement qualifications; ensure that the common core math standards are implemented and adequately met; create a template that could be replicated throughout other PTE areas; and bring together relevant and integrative units of study into a data bank to grow and sustain this kind of work. A mentoring component will be included so that PTE teachers can develop skills in integrating the common core math standards into their current content.
2. The 2011-2012 Educational Impact (EI) statewide contract was terminated because of lack of use throughout the school districts. Christina, however, has set aside funds to pay for whatever degree of online support districts might want in this area on a case-by-case basis, including the Charlotte Danielson modules and the administrator training module that can be used as a foundation. An Evaluator Toolkit Training is available for use with or without the EI modules; it uses the online administrator training as a foundation but also has face-to-face instruction practice and practical take-away materials and instruments. Lastly, a train-the-trainer model is available where an interested administrator or anyone can come for the training and take the training back to a district to have as a more sustainable model without the expense. Christina asked Commission members for their help in disseminating the above-mentioned information to school districts.
3. There is a phenomenal opportunity in Idaho for a district or a school within a district to participate, along with 12 other states, in an innovative three-year professional licensure project sponsored by Educational Testing Service (ETS). ETS will provide three years of funding and work with participants to pilot various evaluation measures grounded in the Charlotte Danielson Framework. This pilot work-teacher evaluation will focus on second and third-year teachers. Christina emphasized that this is a three-year, completely paid-for project that will measure all the same things that districts are being

4. asked to measure. She enlisted the help of Commission members in getting word to their constituencies and other groups of this information as well.
5. Commission members will have the opportunity to attend a presentation on an administrator accuracy and calibration tool (using the Danielson Framework) at the September meeting. This tool would help ensure that administrators' judgments about teaching practice are both accurate and consistent.
6. Christina elaborated on the degree of educator information that the Department of Education will now provide to a hiring district when the district makes an online request for such information on a prospective employee. This process has been developed as a compromise for compliance with Idaho Code 33-1210(5). Only individuals with background check clearance can request this information through a password-protected website. At this time, the possible responses to requests are:
 - There is no past or pending investigation.
 - There was a past investigation, but the Professional Standards Commission found no sufficient grounds; please speak to the candidate directly about providing you with more information.
 - There is currently an investigation; please speak to the candidate directly about providing you with more information.
 - There was past action taken; please speak to the candidate directly about what that was or make a public records request to Melissa McGrath (mrmcgrath@sde.idaho.gov) in the Department of Education.
 - There is no job performance information available on the candidate; please speak to the candidate directly about providing you with such information.

If job performance information on candidates is made available to the Department of Education in the future, the last above-mentioned request response will have to be revised.

7. Christina attended the 2011 Title II, Part A National Conference in Washington, D.C., on June 27-29. She also attended the Idaho Annual Superintendents' Meeting on August 2-3; at this meeting she was responsible for providing information on meeting the new requirements involving teacher evaluation. Katie Rhodenbaugh, along with the department math coordinator and representatives from UI, LCSC, and BSU, attended an AMTE-sponsored conference in Kentucky on creating elementary math endorsements and math specialist endorsements. The cost for this travel was funded by a grant.

COMMUNICATION PLAN

Christi Rood reported that members appear to be following the guiding principles of the Commission communication plan. Items of interest in these meeting minutes that members may want to communicate to their constituencies include:

- Director of Special Education endorsement – (STANDARDS COMMITTEE, page 6, item 4)
- ISAT security – (ASSESSMENT UPDATE, page 2, first paragraph)
- Professional development grants/application deadlines – (PROFESSIONAL DEVELOPMENT COMMITTEE, page 4)
- ETS pilot professional licensure project – (ADMINISTRATIVE REPORT, page 8, item 3)
- EI/Danielson contract – (ADMINISTRATIVE REPORT, page 8, item 2)
- Fees for non-NCATE institutions – (STANDARDS COMMITTEE, page 6, item 1)
- New Commission members – (member roster for public distribution to be emailed to members)
- Commission website – (<http://www.sde.idaho.gov/site/psc/index.htm>)

OLD BUSINESS

Commission Representation at 2011-2012 State Board Meetings

Commission representation at upcoming State Board meetings will be as follows:

August 10-11 (Pocatello – ISU) – Karen Pyron (11th)
October 19-20 (Lewiston – LCSC) – Cori Mantle-Bromley
December 7-8 (Nampa – CWI) – Christi Rood
February 15-16 (Boise – BSU) – Diane Boothe
April 18-19 (Moscow – UI) – Kathy Aiken or Cori Mantle-Bromley
May 16-17 (Boise – Board Retreat)
June 20-21 (Idaho Falls – EITC) – Mikki Nuckols or Esther Henry

NEW BUSINESS

Assign Topical Discussion/Topic

Because of the presentation on an administrator accuracy and calibration tool that will be part of the September Commission meeting, there will be no topical discussion at that meeting. The Standards Committee will conduct the topical discussion at the December Commission meeting.

NASDTEC Professional Practices Institute (PPI) – Arkansas

There is sufficient funding for one Commission member (see LEADERSHIP TEAM, page 7) to attend the NASDTEC Professional Practices Institute. That meeting will be held in Little Rock, Arkansas, on October 19-21. Any member interested in attending is asked to notify the Commission office by September 1.

Commission Membership Discussion

The full Commission discussed the advisability of a member continuing to serve on the Commission for the remainder of his/her term of service when the person's status in a school, district, or higher education institution has changed due to retirement, reassignment, etc. Members concluded that no change should be made to procedure. It is assumed that the individual member as a professional or the constituency represented will decide as is deemed necessary.

Adjournment

Motion: *(Aiken/Rose---CARRIED) to adjourn the meeting.*

The meeting adjourned at 1:15 p.m.

Mary Jane Markland, Secretary
Professional Standards Commission

Christina Linder, Administrator
Professional Standards Commission